

25X1

S E C R E T

DDA/REG
LOGGED

Sent a/c

DA 88-1318

17 June 1988



MEMORANDUM FOR: Director of Central Intelligence

25X1

FROM: Henry P. Mahoney, Jr.
Acting Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 17 June 1988

25X1

3. The Office of Medical Services (OMS) conducted a 5-day safety and health training course for nine hearing-impaired Agency employees. The group has agreed to serve as a pilot advisory group to the Office of Equal Employment Opportunity on improving conditions for the hearing-impaired.

25X1

S E C R E T

S E C R E T

25X1

8. Sixty-two OL officers attended a workshop on ethics in Government contracting, which featured a videotape on ethics in the Agency and an Office of General Counsel presentation on general behavior standards for all federal employees.

9. The Office of Information Technology achieved Initial Operating Capability for the Cray supercomputer -- three weeks ahead of schedule. The Office of Scientific and Weapons Research now can use the Cray interactively for development and production work.

10. The Office of Personnel (OP) reports that interest in the Federal Employees Retirement System (FERS) transfer option continues to be high. An extra counselor has been added to the FERS Counseling Center in the library and expanded hours are under consideration. OP has invited the 150 annuitants who retired after 22 December 1987 to attend a special presentation on the effect that transferring into FERS would have on their annuities.

25X1

Henry P. Mahoney, Jr.

S E C R E T

25X1 ORIG: DDA/MS [redacted] :pf:17 June 88 (weeklib)

Distribution:

25X1
O - DCI
1 - DDCI
1 - EXDIR
1 - OCA [redacted]
1 - EA. DA OD
1 - SSA/DDA
1 - DDA/CMS
1 - DDA/MS
1 - DDA/EEO
1 - ISD
1 - RPD
1 - DDA Subj
1 - RMH Hold
1 - EA Subj

*E.O. - pls see me
re item 9 - + pls
see comments*

File

cys sent to Div/Staff/
Groups
16 June 1988

MEMORANDUM FOR: Acting Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 16 June 1988

1. Events of Major Interest That Have Occurred During the
Preceding Week:

b. On 10 June, OL representatives met with the National Capital Planning Commission (NCPC) to review the Headquarters Compound master plan as it relates to the Day Care Center. OL returned the master plan to the Architectural-Engineering contractor, SAIC Architects, Incorporated, for revisions which will be formally resubmitted to the NCPC prior to 1 July. NCPC anticipates that the formal review process will take up to 60 days.

During this reporting period, the Agency Contracts Group/OL, held preliminary discussions with two Agency staff employees on the Board of Directors of the nonprofit corporation formed to operate a Day Care Center for Agency employees. The two members of the Board, outlined their efforts on this task, and requested assistance in preparing a Request For Proposal (RFP) to companies in the day care business to develop a curriculum and operate the center.

S E C R E T

★ items are for the DCI!
What would he want
to know about the Ethics
Workshop —!

In light of events of the past few days regarding unethical conduct in Gov't. procurements, I felt it was the precise time to assure senior management that the Agency's contracting officers had been briefed on proper ethics as a matter of routine — not as a reaction to the scandal. Since Weinberger is about to get burned, I thought it appropriate that perhaps the people on the 7th floor should be aware that we have these types of briefings — for whatever it is worth.

UTD

25X1 c. During this reporting period, the Printing and Photography Group/OL, completed printing the Agency's unclassified version of the World Factbook. P&PG reproduced 25,102 copies of this 300-page text, which included 13 full-color maps. []

25X1 d. On 13 June, the Contracts Staff, Facilities Management Division/OL, issued a modification to the DICON contract which requires DICON to provide a turnkey design and construction effort to reconfigure the underfloor conduit system for portions of the North Tower of the New Headquarters Building (NHB). The total value, funded by the Office of Information Technology is \$57,639. The modification also included the design of a Closed Circuit Television System for the Office of Security. []

25X1

25X1 g. OL reports that the Interior Design Staff has completed color determinations for standard door and accent walls located in the New Headquarters Building. Ogden-Allied is currently in the process of painting these areas. []

25X1


do not report to DDA.

25X1 *7. (*)* i. During this reporting period, the Procurement Management Staff/OL, presented a workshop entitled, "Ethics in Government Contracting." There were 62 attendees representing all OL components and contract teams. Featured was a 20-minute videotape on ethics in the Agency, followed by an Office of General Counsel presentation on general behavior standards for all federal employees. []

25X1 j. OL reports that a representative from Real Estate and Construction Division is monitoring the removal/replacement of asbestos ceiling tile at the Key Building. Removal of ceiling tiles from the 4th floor has been completed and reinstallation of the ceiling tiles has begun. Removal of ceiling tiles from the 3rd floor has been initiated. []

25X1

✓

 John M. Ray